CALL TO ORDER
Commissioner Jeannine McManigal-Ball, Chairperson, called the regular session to order at 5:00 p.m.

PLEDGE OF ALLEGIANCE
Ms. McManigal-Ball asked Annalisa Iglesias, Sr. Administrative Assistant to the Personnel Commission, to lead the audience in the Pledge of Allegiance.

CLOSED SESSION
Pursuant to Section 54957 of the California Government Code, discussed appointment, employment, discipline or dismissal of public employees. No action was taken during closed session.

ROLL CALL
Commissioners Richard Gaylord and Jeannine McManigal-Ball were present. Darwin Thorpe was not in attendance.

APPROVAL OF MINUTES
Motion to approve the minutes of the January 24, 2011 meeting, with corrections, made by Mr. Gaylord; seconded by Ms. McManigal-Ball.

OLD BUSINESS
Establishment of a New Classification:
Small Business Development Center (SBDC) Regional Director, Second Reading
Julie Kossick, Director of Human Resources, recommended for second reading a new classification for Small Business Development Center (SBDC) Regional Director. If approved, this classification will be placed on the Management Team Salary Schedule 2009-2010 at Range 19. It was further recommended that the classification be placed as “open” in the Field of Competition for the reason that all new or reclassified positions will be announced as “open” for the initial recruitment in accordance with the provision of Title V. Motion to approve made by Mr. Gaylord; seconded by Ms. McManigal-Ball.

NEW BUSINESS
Establishment of a New Classification:
Program Manager, Advanced Transportation and Security Technology, First Reading
Julie Kossick, Director of Human Resources, recommended for first reading a new classification for Program Manager, Advanced Transportation and Security Technology. This item will return on a future agenda for second reading and approval.

No motion.

Retirement of Classifications
Ms. Kossick recommended that the following classification be retired from the classified service. Assessment Services Manager; Bilingual Coordinator; CalWorks Program Assistant; CalWorks Program Specialist; CalWorks Program Student Advisor; Capital Projects Manager; Child Development Grants Facilitator; College Center Attendant; Deputy Director, Bond Implementation Mgmt.; EOPS Program Manager; Fleet Services Worker; GBNE Program Specialist; Grants Accounting Technician; Graphic Designer (ITDL); Health Services Assistant; Instructional Aide, Careers in Childcare; Instructional Aide, CBIS; Instructional Aide, English; Instructional Aide, Foster Care; Instructional Design Project Coordinator; International Student Program Specialist; Maintenance Supervisor; Manager, Student Life; Operations & Maintenance Supervisor; Plant Manager I; Sr. Human Resources Analyst, Academic; Sr. Studies Program Manager; Stadium Assistant; Student...
Center Facilitator; Student Support Services Specialist; and Supplemental Instruction Program Coordinator. Ms. Kossick requested that EOPS Program Manager be deleted from the list as there may be a possibility that this classification will be needed in the near future. This item will return on the next agenda for second reading and approval.

No motion.

Eligibility List

Ms. Kossick recommended for approval eligibility lists for Administrative Assistant (#11-019); Director, District Facilities (#11-018); Lead Custodian (#11-017); and Library Assistant (#11-016). Motion to approve made by Mr. Gaylord; seconded by Ms. McManigal-Ball.

Motion carried 2/0.

INFORMATIONAL ITEMS

Next Meeting

Ms. McManigal-Ball announced that the next regular meeting of the Personnel Commission would be held on Monday, February 28, 2011 at 5:00 p.m. in the Board Room, Building T, at the Liberal Arts Campus.

COMMENTS FROM THE STAFF

None.

COMMENTS FROM THE COMMISSIONERS

Ms. McManigal-Ball informed the audience of Mr. Thorpe’s absence and said the Commission wished him well and hoped to see him back at the next meeting.

COMMENTS FROM THE AUDIENCE

None.

ADJOURNMENT

Ms. McManigal-Ball adjourned the meeting at 5:15 pm